

CITY OF CARLSBAD APPLICATION REQUIREMENTS FOR:

COASTAL DEVELOPMENT PERMIT (SINGLE FAMILY REGULAR AND MINOR) COASTAL DEVELOPMENT PERMIT SUPPLEMENTAL APPLICATION (FOR ALL COASTAL **DEVELOPMENT PERMITS**)

This supplemental application is to be filed for any development requiring a Coastal Development Permit issued by the City of Carlsbad.

**Application checklist for Non-Single Family Regular Coastal Development Permits covered under separate handout.

A proposed project requiring that multiple applications be filed must be submitted prior to 3:30 p.m. A proposed project requiring that only one application be filed must be submitted prior to 4:00 p.m.

All joint application exhibits, i.e. Tentative Map and Planned Development Site Plan should be prepared at the same scale. (Use a scale no smaller than 1'' = 40'.)

This supplemental application is to be filed for any development requiring a Coastal Development Permit issued by the City of Carlsbad.

I. **GENERAL BACKGROUND**

A. **Estimated Cost of Development:**

Development costing \$60,000 or more does not qualify as a Minor Coastal Development Permit. The Planning Director shall make the final determination regarding a project's cost of development.

The primary basis for determining cost of development will be the application of dollar costs per square foot for different types of residential construction. These costs are set by the International Conference of Building Officials (ICBO) and are applied throughout San Diego County.

Please complete the following information to assist in the determination of this project's cost of development (Contractor proposals may also be submitted for consideration by the Planning Director). Please refer to the current fee schedule for the appropriate \$/square foot fee rate.

	ntial Square Footage: square feet x \$	/sq. ft. =	= \$		
	Addition Square Foota	_	: \$		
•	Square Footage: square feet x \$	/sq. ft. =	: \$		
	Conversion Square Foo square feet x \$	_	: \$		
Residential Manufacturin	ct the City of Carlsbad uses (i.e.] ng/Warehouse uses.) square feet x \$	Retail/Store;	Restaurants;	Office;	

	B.	Do you wish to apply for:						
		1. A Minor Coasta	al Development Permit (U	nder \$60,000 cost estimate)			
		2. A Regular Coas	2. A Regular Coastal Development Permit (\$60,000 or more cost estimate)					
	C.	Street address of proposed development						
	D.	Assessor's Parcel Number of proposed development						
	E.	Development Description	Development Description:					
		Briefly describe project:						
	F.	Describe the present land that surround the propos		ngle family homes, apartme	ents, offices, etc.)			
		North:						
		South:						
		West:						
	G.	Is project located within	a 100-year flood plain?	Yes	No			
II.	PRES	PRESENT USE OF PROPERTY						
	A.	Are there existing struct If yes, please describe.	ures on the property?	Yes	No			
	B.		are be removed/demolishe		No			
			on, describe the extent of able (also show on plans).	f the demolition or remov	ral, including the			
III.	LOT	COVERAGE						
	A.	Existing and Proposed	Existing	New Proposed	<u>Total</u>			
		Building Coverage	sq. ft.	sq. ft.	sq. ft.			
		Landscaped Area	sq. ft.	sq. ft.	sq. ft.			
		Hardscape Area	sq. ft.	sq. ft.	sq. ft.			
		Unimproved Area (Left Natural)	sq. ft.	sq. ft	sq. ft.			

Form 13 Revised 04/04 Page 2 of 7

B. Parkin		: Number of existing spaces		
		Number of new spaces proposed	<u></u>	
		Existing/Proposed TOTAL:		
		Number of total spaces required		
		Number of covered spaces	<u></u>	
		Number of uncovered spaces	<u></u>	
		Number of standard spaces	<u></u>	
		Number of compact spaces	<u></u>	
		Is tandem parking existing? Yes #	No	
		Is tandem parking proposed? Yes #	No	
C.	Grade A	Alteration:		
	Is any g	rading proposed?	No	
	If yes, p			
	1.	Amount of cut	cu. yds.	
	2.	Amount of fill		
	3.	Maximum height of fill slope		
	4.	Maximum height of cut slope		
	5.	Amount of import or export		
	6.	Location of borrow or disposal site		

Form 13 Revised 04/04 Page 3 of 7

The following materials shall be submitted for each application or for combined applications on a single project.

- I. REQUIRED PLANS (All required plans shall be collated into complete sets, stapled together, then folded to 9" x 12" with lower right hand corner of plan visible.)
- SITE PLAN Four (4) copies for a Minor Coastal Development Permit, four (4) copies for a Single A. Family Regular Coastal Development Permit on 24" x 36" sheet(s). Each site plan shall contain the following information:

1.	GENERAL INFORMATION
□a.	Name, address, and phone number of registered civil engineer, licensed surveyor, landscape architect or land planner who prepared the maps/plans.
□b.	Location, size and use of all easements.
□c.	Dimensions and locations of: access, both pedestrian and vehicular, showing service areas and points on ingress and egress, off-street parking and loading areas showing location, number and typical dimension of spaces, and wheel stops.
□d.	Distance between buildings and/or structures.
□e.	Building setbacks (front, rear and sides).
<u> </u>	Location, height and materials of walls and fences.
$\overline{\Box}$ g.	Dimensions/location of signs.
h.	A summary table of the following (if applicable to the application):
	(1) Street address and assessor's parcel number.
	(2) Site acreage.
	(3) Existing Zone, and Land Use Designation.
	(4) Proposed land use.
	(5) Total building coverage.
	(6) Percent of site to be landscaped. (7) Number of parking spaces required/provided.
	(7) Number of parking spaces required/provided. (8) Square Footage of open or recreational space (if applicable).
	(9) Cubic footage of storage space (if applicable).
∏i.	All applicable Fire Suppression Zones as required by the City's Landscape Manual.
applic City I geotec	DING AND DRAINAGE PLANS: Grading and drainage plans must be included with this ation. In certain areas, an engineering geology report must also be included. Please consult the Planning and Engineering Department representative for a determination on any grading plan chnical requirements if the project is in an overlay zone. The following information shall be teed at a minimum:
<u></u> 1.	Approximate contours at 1' intervals for slopes less than 5%; 2' intervals for slopes between 5% and 10%; and 5' intervals for slopes over 10% (both existing and proposed). Existing and proposed topographic contours within a 100-foot perimeter of the boundaries of the site. Extend contours sufficiently out from the site to adequately show the adjacent floodplain (if applicable).
<u>2</u> .	Earthwork volumes: cut, fill, import and export.
<u></u> 3.	The state of the s
<u></u> 4.	Spot elevations at the corners of each pad.
	Spot elevations at the corners of each pad. Method of draining each lot. Include a typical cross section taken parallel to the frontage for
<u></u> 5.	1
	Method of draining each lot. Include a typical cross section taken parallel to the frontage for lots with less than standard frontage. Location, width and/or size of all watercourses and drainage facilities within and adjacent to the proposed subdivision; show location and approximate size of any proposed
<u></u> 6.	Method of draining each lot. Include a typical cross section taken parallel to the frontage for lots with less than standard frontage. Location, width and/or size of all watercourses and drainage facilities within and adjacent to

Form 13 Revised 04/04 Page 4 of 7

B.

C.	BUILDING ELEVATIONS AND FLOOR PLANS – Four (4) copies for a Minor Coas Development Permit and four (4) copies a Single Family Regular Coastal Development Permit prepared on 24" x 36" sheet(s). Each building elevation and floor plan shall include the following information:				
	□1. □2. □3. □4.	Existing and proposed constructi	d/or fences, signs and exterior light on. Instrating compliance with Cit		
D.	COLORED SITE PLAN AND ELEVATION PLAN – Not required with first submittal. It is the Applicant's responsibility to bring one (1) copy of a colored site plan and one (1) set of colored elevations to the Planning Department by 12:00 noon, eight (8) days prior to the Planning Commission meeting. Do not mount exhibits.				
II.	REQU	IRED DOCUMENTS AND SUB	MITTAL ITEMS		
 A. A completed Land Use Review Application Form. B. Completed Coastal Development Permit Application. C. Environmental Impact Assessment Part 1 with Regular Coastal Development Perlanning staff regarding Minor Coastal Development Permits and Single Fami Development Permits for any environmental review requirements. D. Disclosure Statement. 					
□E. □F. □G. NOTE :	Two (2) copies of the Preliminary Title Report (current within the last six (6) months). Completed "Project Description/Explanation" sheet. Property Owner's List and Addressed Labels: WHEN THE APPLICATION IS TENTATIVELY SCHEDULED TO BE HEARD BY THE DECISION MAKING BODY, THE PROJECT PLANNER WILL CONTACT THE APPLICANT AND ADVISE HIM TO SUBMIT THE RADIUS MAP, TWO SETS OF THE PROPERTY OWNERS LIST AND LABELS. THE APPLICANT SHALL BE REQUIRED TO SIGN A STATEMENT CERTIFYING THAT THE INFORMATION PROVIDED REPRESENTS THE LATEST EQUALIZED ASSESSMENT ROLLS FROM THE SAN DIEGO COUNTY ASSESSOR'S OFFICE. THE PROJECT WILL NOT GO FORWARD UNTIL THIS INFORMATION IS RECEIVED.				
	1.	the subject property (including	and addresses of all property owr the applicant and/or owner). Th number from the latest assessmen	e list shall include the San	
	Two (2) separate sets of mailing labels of the property owners within a 600' radius of the subject property. The list must be typed in all CAPITAL LETTERS, left justified, void of punctuation. For any address other than single-family residence, an apartment, suite or building number must be included on a separate line. DO NOT include it on the street address line. DO NOT TYPE ASSESSOR'S PARCEL NUMBER ON LABELS. DO NOT provide addressed envelopes - PROVIDE LABELS ONLY. Acceptable fonts are: Arial 10, Enterprise TM or Courier NEW (TT) no larger than 11 pt. Sample labels are as follows:				
		UNACCEPTABLE Mrs. Jane Smith 123 Magnolia Ave., Apt. #3 Carlsbad, CA 92008	UNACCEPTABLE Mrs. Jane Smith 123 Magnolia Ave. Apt. #3 Carlsbad, CA 92008	ACCEPTABLE MRS JANE SMITH APT 3 123 MAGNOLIA AVE CARLSBAD CA 92008	

Revised 04/04 Page 5 of 7 Form 13

- 3. **600' Radius Map:** A map to scale not less than 1"=200' showing each lot within 600' of exterior boundaries of the subject property. Each of these lots shall be consecutively numbered and correspond with the property owners list. The scale of the map may be reduced to a scale acceptable to the Planning Director if the required scale is impractical.
- 4. **100' Radius Occupants/Address List and Labels (for coastal zone/CDPs only)**: One (1) list of the occupants/addresses located within a 100' radius of the project site; and two (2) sets of labels (as described in "A" above) of the addresses within a 100' radius.
- **III. SPECIFIC PROJECT REQUIREMENTS -** (May apply to single family, regular and minor coastal development permits). Coastal Overlay Zones require additional information to be submitted as follows: (refer to the Municipal Code for a full description)

A. Coastal Agriculture Overlay Zone

1. Refer to the Carlsbad Municipal Code Section 21.202.060 for specific requirements.

B. Coastal Resource Protection Overlay Zone

- 1. Slope analysis/mapping for 25% and greater subject to Section 21.203.040 of the Carlsbad Municipal Code.
- 2. Topographic and vegetation mapping/analysis subject to Subsection 21.203.040(B)(1) of the Carlsbad Municipal Code, if project is located along the first row of lots bordering Buena Vista Lagoon including the lagoon mouth.
- 3. Topographic, drainage and wetland mapping subject to Subsections 21.203.040(B)(2)(a) and (b) of the Carlsbad Municipal Code if located east of Interstate 5 in the Batiquitos Lagoon watershed.
- 4. Drainage study subject to Subsection 21.203.040(B)(3) of the Carlsbad Municipal Code if project is located west of existing Paseo del Norte, west of Interstate 5 or along El Camino Real immediately upstream of existing storm drains.
- 5. Geologic report addressing landslides and slope stability subject to Subsection 21.203.040(B)(4) of the Carlsbad Municipal Code.
- 6. Geologic report addressing land slides and seismic hazards subject to Subsection 21.203.040(C) and (D) of the Carlsbad Municipal Code.

C. Coastal Shoreline Development Overlay Zone

- 1. Geotechnical report subject to 21.204.110 if project is located adjacent to an existing seabluff edge between the sea and the first public road parallel to the sea; also may be required by Planning Director if deemed necessary consistent with Section 21.204.110 of the Carlsbad Municipal Code.
- 2. Show all structures and decks on adjacent north and south properties to perform "stringline" test subject to Subsection 21.204.050(B) of the Carlsbad Municipal Code.
- 3. Unless otherwise submitted project in this zone must also be submitted with plans showing:
 - a. Boundaries and topography
 - b. Existing and proposed structures
 - c. Circulation
 - d. Drainage
 - e. Finished topography
 - f. Landscaping

D. Coastal Resource Overlay Zone Mello I LCP Segment

1. Erosion, sedimentation and drainage report subject to Section 21.205.060 of the Carlsbad Municipal Code if project is located in the Batiquitos Lagoon watershed.

- **IV. REQUIRED COASTAL PERMIT FINDINGS** Approval of a regular or minor coastal development permit is based on the ability to make three coastal related findings. These three findings are presented below for your review and information.
 - 1. That the proposed development is in conformance with the Certified Local Coastal Program and all applicable policies.
 - 2. That the development is in conformity with the public access and public recreation policies of Chapter 3 of the Coastal Act.
 - 3. That the development conforms with any applicable decision pertinent to this proposal and/or site as set by the Coastal Commission on a previously related appeals decision per Public Resources Code §30604(c).